

**CITY OF DELAFIELD
PLAN COMMISSION MEETING MINUTES**

CALL MEETING TO ORDER

Acting Chairman Phil Schuman called the meeting to order at 7:02 pm.

ROLL CALL

Present

Phil Schuman
Robert Trunzo
Fred Welch
Robert Transon (entered at 7:04 p.m.)
Marilyn Gardner
Diri Curtis Costa
Roger Dupler
Matt Carlson
Marilyn Czubkowski

Absent

Ed McAleer
Tom Maney

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF OCTOBER 31, 2001

D. CURTIS COSTA MOTIONED TO APPROVE THE MINUTES AS PRESENTED. M. GARDNER SECONDED THE MOTION. F. WELCH STATED THAT A CORRECTION SHOULD BE MADE TO ITEM 4A – IT SHOULD READ “IMPERVIOUS WOULD NOT INCREASE.” D. CURTIS COSTA ACCEPTED THE AMENDMENT TO THE MOTION. M. GARDNER SECONDED THE MOTION WITH AMENDMENT. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. DELAFIELD CITIZEN'S COMMENTS PERTAINING TO SUBJECTS ON THIS AGENDA.

Jim Zahorik, 1948 West Short Drive – Read a note from his wife, Mary Ann Zahorik, regarding water supply protection and storm water runoff. Mr. Zahorik addressed Item 5C, Tax Key 797.945, 1750 Milwaukee Street.

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The City Clerk stated that any items that may be approved were approved subject to all outstanding invoices with the City of Delafield being paid. This was confirmed by Administrator Carlson.

3. **CONSENT AGENDA**

M. Gardner asked to remove Items A, B, and E from the Consent Agenda.

R. TRUNZO MOTIONED TO APPROVE ITEMS C AND D ON THE CONSENT AGENDA. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- a. **Tax Key No. 807.978.006, 355 Austin Circle, Ste., 300.** Owner, Welch Hanson Properties, LLC; Applicant, Bob Brownell. Applicant seeks approval of Business Plan of Operation for **Development Services, Inc.**, a land development company. Two part-time employees. Hours of operation, 8AM to 5PM Weekdays only.

R. TRUNZO MOTIONED TO APPROVE ITEMS C & D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FOUR WERE IN FAVOR. F. WELCH ABSTAINED. MOTION CARRIED.

- b. **Tax Key 804.996.001, 2750 Golf Road.** Owner, Lake Country Real Estate, LLC; Applicant, Waukesha Health Care, Inc. (Toni E. Metherall, Executive V.P.) Applicant seeks approval of Business Plan of Operation to operate **Waukesha Health Care Medical Clinic**. Three part-time and four full-time employees. Hours of operation: Weekdays 8AM to 5PM, one late evening per week (open until 8PM) day of week to be determined.

Discussion took place on the parking. R. Dupler responded and stated that the plan provided ample parking.

R. TRANSON MOTIONED TO APPROVE. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **Tax Key 804.994.002 & 804.994.006, 2863 Heritage Drive,** Owner, Wal Mart Stores, Inc.; Agent/Applicant: Brendan Barrett. Applicant seeks approval of amended Business Plan of Operation for the **Wal Mart Store** to accommodate holiday hours, which

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would be Nov. 23, 6AM-11PM, Nov. 24, 7AM to 11PM, Dec. 23rd, 7AM to 11PM, Dec. 24th, 7 AM to 6PM, Closed 12/25.

- d. **Tax Key 803.993.001, 2553 Sun Valley Dr.**, Owner/Applicant: Target Stores (Nancy Russell, Manager). Applicant seeks to amend hours of operation for **Target** during the holiday season as follows: November 24-Dec. 15, 8AM-11PM; December 16 - 23, 7AM - 11PM; December 24, 7AM - 6PM (Closed Christmas), December 27-30, 8AM - 10PM; December 31, 8AM - 10PM; New Year's Day, 8AM - 10PM
- e. **Tax Key 794.013, 24 Enterprise Road.** Owner, Gregory Smith, Applicant, John Ormson. Applicant seeks approval of Business Plan of Operation to operate **Ormson Corporation**, a manufacturing/sales of industrial vacuum loader products business. Three full-time employees. Hours of operation: Weekdays only, 8AM to 5PM.

M. Czubkowski noted that this is in the Lyons Industrial Park and that they are requesting M1 zoning. John Ormson, a representative from Ormson Corporation, was present. Discussion took place regarding the type of work that the company performs. Mr. Ormson stated that small assembly work may take place, but no manufacturing will be done. R. Dupler stated that this is a B6 District.

M. GARDNER RECOMMENDED REFERRING THIS ITEM BACK TO STAFF. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key 804.994.016, 2725 Hillside Dr., Ste. C.** Owner/Agent, Kensington Development (Gregory Hughes), Applicant, Vinh and Dung Tran. Applicant seeks approval of Business Plan of Operation and Signage to operate **Cheri Nails**. Four part-time and one full-time employee. Hours of Operation: Weekdays, 9AM to 7PM, Saturdays, 9AM to 6PM. Closed Sundays and Holidays.

R. Dupler reviewed. He stated that the sign is in compliance and is complimentary to all of the other signs in the building.

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D. CURTIS COSTA MOVED TO APPROVE. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION APPROVED.

- b. **Tax Key 794.017, 206 Enterprise Dr., Ste 400.** Owner, Tom Orlandini. Applicant, Matt Morse. Applicant seeks approval of signage for existing business located at the noted address, ***Great Lakes Golf Course Products.***

R. TRUNZO MOTIONED TO APPROVE THIS ALONG WITH ITEM 4C, TAX KEY 794.017, 206 ENTERPRISE RD., STE. 200. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **Tax Key 794.017, 206 Enterprise Rd., Ste. 200.** Owner, Tom Orlandini, Applicant Pete Orlandini. Applicant seeks approval of signage for existing business located at the noted address, ***Orlandini Company.***
- d. **Tax Key 787.079, 621 Milwaukee St.** Owner, Tom Aul, Applicant, Philip C. Haseker. Applicant seeks approval of Business Plan of Operation and Signage to operate ***The Prickly Pear Restaurant.*** Eight part-time and 15 full-time employees. Hours of operation: Tuesday through Friday, 11AM to 10PM, Saturdays, 11AM to 10PM. Closed Sunday.

R. Dupler reviewed the issues. Mr. Phillip Haseker of the Prickly Pear Restaurant was present and distributed a copy of the revised proposed signage. Discussion took place on the lighting. He stated that he would like two signs since there is a tree that grows through the roof and would like a sign to be seen from each side. Discussion took place on roof top signs and the need for a conditional use permit. R. Dupler stated that wall mounted, pendant, or window painted are the preferred for the Historic District. Discussion took place.

D. CURTIS COSTA MOVED TO APPROVE THE LOGO IF HE FINDS A WAY TO ATTACH THE SIGN TO THE BUILDING WITHIN THE GUIDELINES OF THE DISTRICT. SHE AMENDED HER MOTION TO NOT INCLUDE "ATTACHING THE SIGN TO THE BUILDING (ROOF)" AND GAVE AUTHORITY FOR R. DUPLER TO MEET WITH THE PETITIONER TO GET A SIGN THAT MEETS WITH THE CODE. M. GARDNER SECONDED THE

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MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. **Tax Key 804.994.016, 2725 Hillside Dr., Suite D.** Owner/Agent, Kensington Development (Robert S. Doody), Applicant, U S Cellular (Laurie Poellinger). Applicant seeks amendment Business Plan of Operation (moving business from Suite C to Suite D, within the same building) and approval of Signage for *U.S. Cellular*.

D. CURTIS COSTA MOTIONED TO APPROVE. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR.

- f. **Tax Key 793.995, 6 W. Main St.** Owner, Ron Bethia, Applicants, Kyle & Bobbi Gomon. Applicants seek approval of signage for *Mason Creek Winery*.

R. Dupler reviewed. Mr. Kyle Goman was present and explained the reasons for the proposed sign location. The color that the building was painted and the proposed location were discussed.

D. CURTIS COSTA MOTIONED TO APPROVE THE COLOR OF THE SIGN, BUILDING COLOR, AND SIGN LOCATION. M. GARDNER SECONDED THE MOTION. D. CURTIS COSTA AMENDED THE MOTION TO INCLUDE HAVING THE OWNER PAY FOR RELOCATION OF THE SIGN IF NECESSARY. M. GARDNER SECONDED THE AMENDED MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- g. **Tax Key 798.018, 622 Genesee St.,** Owner/Applicant, Randy Warren. Applicant seeks approval of signage for the new *Daybreak Convenience Center*.

Mr. Warren was present and stated the reasons why he is asking for additional signage. R. Dupler expressed two issues: he would like to see the specs for the lights and would prefer that the sign on the south side of the building comply with the Historic District guidelines. He stated that the background color and the color of the bedposts might want to be discussed.

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R. TRUNZO MOTIONED FOR APPROVAL OF THE GROUND MONUMENT SIGN WITH GREEN BACKGROUND AND GOLD LETTERING AND THE MOBIL SIGN TO BE CONSTRUCTED SOUTH SIDE OF THE BLDG TO NOT EXCEED 12 SQ FT PURSUANT TO CITY'S HISTORIC CODE WITH GROUND LIGHTING AND LIGHTING SPECS TO BE DELEGATED TO STAFF. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- h. **Tax Key 807.985.013, 3708 Kettle Court East**, Owner, Aari K. Roberts (Red Rooster Real Estate, LLC); Applicant, Howard Kingman/Greg Bredin, (DBI, Inc.). Applicant seeks approval of Site Plan, Business Plan of Operation, and Signage for a multi-tenant building to house the office space and storage for **Kingman Custom Contractors** (carpentry) And to sublet space. Kingman's will have eight full-time employees and the hours of operation will be: Weekdays, 7AM to 4:30 PM, Saturdays, 8AM to 12PM.

Howard Kingman was present. After presenting a drawing to the commissioners of the building that he is proposing, he then discussed it. Greg Bredin of DPI from Pewaukee is the contractor for the building and was present at the meeting. The plans for the building were reviewed. Discussion took place on the need for modifications to the landscaping, retaining walls, and engineering requirements.

The commissioners took no action at this time.

2. PRELIMINARY CONSIDERATION

- a. **Tax Key 794.999.008**, Owner/Applicant, City of Delafield. Applicant seeks preliminary consideration of CSM for new **library site**, and requests a public hearing to rezone this parcel from the current C-1 (Conservancy) zoning to P-1. (Public & Semi-public Dist.)

M. Carlson reviewed. Discussion took place on the property in regards to "conservancy".

R. TRUNZO MOTIONED TO APPROVE THE PRELIMINARY CSM FOR THE NEW LIBRARY SITE AND TO SCHEDULE A PUBLIC HEARING TO REZONE THIS PARCEL. M. GARDNER

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SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. THREE WERE IN FAVOR OF THE MOTION. D. CURTIS COSTA OPPOSED, R. TRANSON ABSTAINED. MOTION CARRIED.

- b. **Tax Key 803.990.001, 2580 Sun Valley Dr.** Owner, Richard Flath, Applicant, Richard Flath & Sarah Lewis. Applicants seek an amendment to Business Plan of Operation to allow for an outdoor vegetable stand on the property of *Marty's Pizza*. Hours of operation of vegetable stand, seven days a week 9AM to 6PM. The stand would operate from Memorial Day weekend through October (weather permitting). One full-time employee. *Additionally seeking approval of a conditional use that would permit this use (B2 zoning).*

Sarah Lewis was present and described her plans. Discussion took place.

R. TRUNZO MOVED FOR A HEARING. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **Tax Key 797.945, 1750 Milwaukee St.** Owner: Ray Ruff, Applicant, The Foster Group (Wayne Foster) Applicant seeks consideration of a GDP for a CU-PD single-family home subdivision.

Mr. Foster was present and shared the planning concepts, including the land proposed for conservancy with the commissions. Ellen Generic from the Waukesha Land Conservancy was present and distributed brochures to the commissioners. She explained who and what the Land Conservancy was and how it related to the Ray Ruff property. Marlin Johnson of the Waukesha Land Conservancy spoke in regards to conservancy land, environmental corridors, why the Ruff property is valuable to the Conservancy, and what they are proposing for the Ruff property. The attorney for the Conservancy was present and discussed the money needed for the project and the sources for possible funding. Lot sizes were discussed. General discussion took place.

M. GARDNER MOTIONED TO PASS THIS ON WITH CREATION OF THE GDP. F. WELCH SECONDED THE MOTION. THERE

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WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **Tax Key 798.058.001, 1101 Genesee St.,** Owner/Applicant, St. John's Northwestern Military Academy. Applicant seeks preliminary consideration of CSM for ***St. John's Northwestern Columbarium.***

M. Carlson reviewed. Mr. Tom Shannon, Attorney for St. John's Northwestern, was present and addressed the commissioners. Funds for maintenance were discussed. A trust fund has been established.

R. TRUNZO MOTIONED FOR APPROVAL OF THE PRELIMINARY CSM FOR ST. JOHN'S NW COLUMBARIUM CONTINGENT UPON CITY ATTORNEY REVIEW. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. **Tax Key No. 798.946.007.** Owner/Applicant: Delafield Development, LLC. Applicant seeks recommendation to the Common Council for the Developer's Agreement, Stormwater Management Agreement and Conditional Use Permit for ***Delafield Commons.***

R. Trunzo abstained from this item. Dean Richards appeared on behalf of Delafield Commons and briefly reviewed the history. Changes that have been made were reviewed. M. Carlson stated that the documents are in good working order.

M. GARDNER MOTIONED TO RECOMMEND TO THE COMMON COUNCIL FOR THE DEVELOPER'S AGREEMENT, STORMWATER MANAGEMENT AGREEMENT AND CONDITIONAL USE PERMIT. R. TRANSON SECONDED. THERE WAS NO FURTHER DISCUSSION. FOUR WERE IN FAVOR. R. TRUNZO ABSTAINED. MOTION CARRIED.

6. ZONING AND ORDINANCE REVISIONS

None.

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7. HEARING DATES

The Library Site and Marty's Pizza will have hearings on December 19, 2001.

R. Transon stated that the McDonald's hut has not been removed.

8. ADMINISTRATOR'S REPORT

None.

9. BUILDING INSPECTOR REPORT

M. Czubkowski reported that 18 permits have been issued, 4 occupancy, the new permits include 1 single family home.

10. BOARD OF ZONING APPEALS

- a. Case No. 675-Mary Zahorik & Gladys Bernar, 1942 West Shore Dr. - Approved
- b. Case No. 676 - Andrea Shrednick, 3603 Ridge Drive, Hartland - Approved

6. CORRESPONDENCE

- a. Correspondence from Ron Nickel regarding the proposed building at 3708 Kettle Ct. East.
- b. Correspondence from Center for Land Use Education regarding Plan Commission/Committee Workshops scheduled.
- c. Correspondence from Roger Dupler regarding landscape treatment of the Colder's north elevation.

13. ADJOURNMENT

R. TRANSON MOTIONED TO ADJOURN FROM THE MEETING. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:15 P.M.

Respectfully Submitted:

Prepared By:

Marilyn Czubkowski,
Clerk/Treasurer

Accurate Business Communications